

Palace Transit

Driver Safety Performance Evaluation Policy (March 2004)

Driving and safety performance for all Palace Transit bus operators is evaluated on a point-scale measuring system. The point system applies to all persons who operate a company vehicle, on public or private roadways, in the course of their employment. Accidents, safety violations, moving violations or photo radar violations occurring while driving a company vehicle are included in the measuring system. Any bus operator who accumulates six (6) points or greater in this measuring system or who have had three (3) preventable company accidents within twelve (12) consecutive months may not continue to drive on behalf of the company in any capacity. (Bus Operators assessed points and/or number of company-related accidents will remain in effect for twelve (12) consecutive months from the date of the occurrence and then be removed.) Points will only be assessed on accidents determined to be preventable** or on moving violations in company vehicles.

In addition to Palace Transit's internal point-scale measuring system, any bus operator whose personal motor vehicle record is determined to be unacceptable by The City of Mitchell may not continue to drive on behalf of the company in any capacity. More than two at-fault accidents within 12 months, more than three minor violations within 12 months, or any major violations will result in termination.

Bus Operators receiving citations for major violations (see definition of major violation on page 2) in their personal vehicles are required to report them to their supervisor before their next scheduled work day. The City of Mitchell will review all drivers' motor vehicle records on a regular basis.

Occurrence	General Incidents	Level I accident	Level II accident	Level III accident
Accident: Anytime your vehicle comes in contact with anything other than the tires touching the ground resulting in property damage or injuries. Includes incidents (e.g. falls) occurring inside or outside the vehicle that could result in injury to passengers or others.	Points assessed in addition to/or in lieu of any accident/citation	Property and/or physical damage of \$1,200 or	Property and/or physical damage between - \$1,201 and \$2,500	Property and/or physical damage in excess of \$2,501
Occurrence	Points	Points	Points	Points
Failure to immediately report, from the scene, an accident in a company vehicle. This includes incident (e.g. falls) that could result in injury to passengers or others. *	6	N/A	N/A	N/A
Failure to report to supervisor any citation in a company vehicle on the day of its occurrence. *	4	N/A	N/A	N/A
Accident without injuries and total damage for all property and/or vehicles involved falls between appropriate level guidelines.	N/A	3	4	5
Accident resulting in minor personal injuries	3	N/A	N/A	N/A
Accident as the result of gross driver negligence with serious injury and/or property damage.	N/A	4	5	6

Occurrence	General Incidents.	Level I accident	Level II accident	Level III accident
Failure to wear seatbelt.	2	N/A	N/A	N/A
Failure to secure a passenger with seatbelt (unless consent slip has been signed) regardless of injury/incident.	2	N/A	N/A	N/A
Failure to secure a wheelchair (electric wheelchair, scooter, etc.), regardless of injury/incident.	6	N/A	N/A	N/A
Any unsafe action that has the potential for damage or injury or which may have caused or contributed to an accident.(ie, backing)	2	N/A	N/A	N/A
Minor traffic violations occurring in a company vehicle. A minor violation includes, but is not limited to, speeding, failure to stop, failure to have license in possession, inattentive driving, failure to yield the right of way,etc.	2	N/A	N/A	N/A
Major traffic violations occurring in a company or personal vehicle. Major violations include, but are not limited to, driving while intoxicated or under the influence of drugs or alcohol (BAC .04 or higher); driving while impaired; failure to stop/report an accident; homicide, manslaughter or assault arising out of the operation of a motor vehicle; driving with suspended or revoked license; reckless driving/speed contest; possession of opened container of alcoholic beverages or controlled substance; attempting to elude an officer of the law.	Termination	N/A	N/A	N/A

* In addition to any other points as a result of the occurrence.

**Preventable Accident: Driver is responsible because they did not do enough to prevent the accident.

Drive Safety Performance Evaluation Policy

I acknowledge that I have read and understand Palace Transit's driver Safety Performance Evaluation Policy. I also understand that for safety reasons I may not continue to drive for Palace Transit if any of the following occurs:

1. I accumulate 6 points on Palace Transit's safety performance point-scale measuring system.
2. I am involved in three preventable company accidents within a 12-month period.
3. I am determined to be uninsurable by the City of Mitchell.

Employee Signature:

Employee Name: (Please Print)

Supervisor Signature:

Date: